

APPROVED

August 16, 2005

Michigan State Administrative Board

Lansing, Michigan

August 2, 2005

A regular meeting of the State Administrative Board was held in the 1921 Department of Conservation Conference Room, 7th Floor, Mason Building, on Tuesday, August 2, 2005, at 11:00 a.m.

Present: Kelly Keenan, Chief Counsel, representing Jennifer M. Granholm, Governor, Chairperson
Melanie Brown, Policy Advisor, representing John Cherry, Lt. Governor
Patrick F. Isom, Assistant Attorney General, representing Michael A. Cox, Attorney General
Mary G. MacDowell, Director, Financial Services Bureau, representing Jay B. Rising, State Treasurer
Joe Pavona, Director, Bureau of Administrative Services, representing Terri Lynn Land, Secretary of State
Jean Shane, Special Assistant, representing Michael Flanagan, Superintendent of Public Instruction
Leon Hank, Chief Administrative Officer, representing Gloria Jeff, Director, Department of Transportation
Sherry Bond, Secretary

Others Present:

Sergio Paneque, Executive Office; Diana Quintero, Department of Information Technology; James Burris, Sean Carlson, Elise Lancaster, Janet Rouse, Department of Management and Budget; Pam Lavender, Kelly Villarreal, Department of Transportation; Patrick Kenrick, J. C. Walters; Becky Bechler, Bruce Ashley, P.A.A.; Drew Micher, Silver Oak Solutions

1. CALL TO ORDER:

Mr. Keenan called the meeting to order and led the Pledge of Allegiance to the Flag.

2. READING OF MINUTES OF PRECEDING MEETING AND APPROVAL THEREOF:

Mr. Pavona moved to approve the minutes of the State Administrative Board for the regular meeting of July 19, 2005. The motion was supported by Mr. Hank and unanimously adopted.

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE BOARD:

NONE

4. COMMUNICATIONS:

NONE

5. UNFINISHED BUSINESS:

NONE

6. NEW BUSINESS:

Retention and Disposal Schedule(s):

GENERAL SCHEDULE #11, Local Law Enforcement Agencies, 8/2/2005

DEPARTMENT OF COMMUNITY HEALTH, Health Policy, Regulation and Professions, Office of Legal Affairs, 8/2/2005

DEPARTMENT OF ENVIRONMENTAL QUALITY, Land and Water Management Division, 8/2/2005

DEPARTMENT OF MANAGEMENT AND BUDGET, State Budget Offices, 8/2/2005

DEPARTMENT OF STATE, Customer Service Administration, Bureau of Driver and Vehicle Records, 8/2/2005

MICHIGAN STATE POLICE, Emergency Management Division, 8/2/2005

Mr. Hank moved to approve the Retention and Disposal Schedules. The motion was supported by Mr. Pavona and unanimously adopted.

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:
(Please see the following pages)

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Ms. MacDowell presented the Finance and Claims Committee Report for the regular meeting of July 26, 2005. After review of the forgoing Finance and Claims Committee Report, Ms. MacDowell moved that the Finance and Claims Committee Report covering the regular meeting held July 26, 2005, be approved and adopted. Ms. Shane supported the motion and it was unanimously approved.

Ms. MacDowell presented the Finance and Claims Committee Report for the special meeting of August 2, 2005. After review of the forgoing Finance and Claims Committee Report, Ms. MacDowell moved that the Finance and Claims Committee Report covering the special meeting held August 2, 2005, be approved and adopted. Mr. Pavona supported the motion and it was unanimously approved.

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Ms. MacDowell presented the Building Committee Reports for the regular meeting of July 27, 2005, and the special meeting of August 2, 2005. After review of the forgoing Building Committee Reports, Ms. MacDowell moved that the Building Committee Reports covering the regular meeting held July 27, 2005, and the special meeting held August 2, 2005, be approved and adopted. The motion was supported by Ms. Shane and unanimously approved.

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Mr. Pavona presented the Transportation and Natural Resources Committee Report for the regular meeting of July 27, 2005. After review of the forgoing Transportation and Natural Resources Committee Report, Mr. Pavona moved that the Transportation and Natural Resources Committee Report covering the regular meeting held July 27, 2005, be approved and adopted. The motion was supported by Mr. Isom and unanimously approved.

8. MOTIONS AND RESOLUTIONS:

NONE

9. ADJOURNMENT:

Mr. Pavona moved the meeting be adjourned. The motion was supported by Mr. Hank and unanimously approved. Mr. Keenan adjourned the meeting.

SECRETARY

CHAIRPERSON